Awardee Name: _	Saratoga Springs	
-----------------	------------------	--

Award Amount (verify that requested amount does not exceed this amount): \$26,788

Project Summary

- ❖ Proposed number of EVSEs (type and quantity of each) 3 Dual Port Level 2 EVSE
- ❖ Actual number of EVSEs (type and quantity of each) 3 Dual Port Level 2 EVSE
- Proposed address of EVSE location(s): 278 S. Saratoga Rd, Saratoga Springs, UT
- Actual address of EVSE location(s): 367 S. Saratoga Rd, Saratoga Springs, UT
- ❖ Bid amount: \$26,788
- ❖ Invoice amount: \$34,532

Provide a description of any modifications from the original, proposed project.

- ✓ A site map showing the location of the EVSE funded by this funding assistance;
- ✓ Installation start date of the EVSE project September 24,2019 (See email August 12, 2020); and
- ✓ The date the EVSE was placed into service July 15, 2020 (see email August 4, 2020);
- ✓ A photo of the EVSE funded by VW funding assistance and placed into service;
- ✓ The estimated hours per day and days per year the EVSE funded by the VW funding assistance will be used. The stations are available 7 days a week, 24 hours per day, and the public can charge their vehicles as they need. Estimates that they chargers will be used 3 to 5 hours a day five days a week (260 days a year). We anticipate this demand to increase as awareness of the stations increases in our community. (See email August 4, 2020 and August 5, 2020)
- ✓ A final purchase invoice for each EVSE, installation, maintenance, and other itemized actual costs in which the was requested in your Funding Assistance Application. The invoice shall include:
 - a. the invoice date;
 - b. the itemized purchase cost for each item or service listed in the competitive bid; and
 - c. the applicant as the purchaser;
- ✓ If costs are higher than the original bid, are the increased costs reasonable? Yes. The original bid did not include installation which the invoice includes (\$6,067). In addition, the bid only had quoted for 1-year networking the invoice includes 5-years (an increase of \$4,668). Since the applicant did not provide bids for installation we would exclude this amount from the invoice which means that the invoice is only \$28,465 and is just slightly higher than the original bid. We will only pay up to \$26,788. (See email August 4, 2020)
- ✓ If items purchased are different from competitive bid did entity document that they meet procurement rules for changed items (see Terms and Conditions section II B.);
- ✓ Proof of payment;

Reviewed by
MC
Mat Carlile MC
<u>1R</u>
Jeff Robb JR
Mark Berger MB
.W.
Andrea Riddle ^{AR}

Request For Payment from VW EVSE

Division of Air Quality
Department of Environmental Quality
State of Utah
195 North 1950 West
Salt Lake City, UT 84116

Transaction Id:_	

PAYABLE TO: City of Saratoga Springs 1307 North Commerce Drive Suite 200 Saratoga Springs, UT 84045

TAX ID:

CHARGE TO:	Fund	Agency	Approp	Unit	Function	Prog	Object or BS
	2158	480	2158	2113	VWSARATO	j	6137

DATE	DESCRIPTION		TOTAL
	Payment to Saratoga Springs for rein Equiment units as well as purchasing	nbursement of purchase of three Electric Vehilce Supply of network, and warranty (\$26,788). This payment comes ga Springs through the VW Setelment funds.	\$26,788.00
			\$26,788.00

Reviewed and Approved By:
Mat Carlile
Andrea Riddle

Mat Carlile (Aug 12, 2020 15:24 MDT)

Date:



PURCHASE ORDER

CITY OF SARATOGA SPRINGS

1307 NORTH COMMERCE DRIVE SARATOGA SPRINGS UT 84045 PHONE: (801) 766-9793 FAX: (801) 766-9794 TIN: 87-0575087

STATE TAX EXEMPTION #: 11875536-002

14552

THIS ORDER NUMBER MUST APPEAR ON YOUR INVOICE

ISSUED TO: LILYPAD EV, LLC

9801 W. 100TH TERR

9267

OVERLAND PARK KS 66212

SHIP TO: CITY OF SARATOGA SPRINGS

1307 NORTH COMMERCE DRIVE

SUITE 200

SARATOGA SPRINGS UT 84045

PURCHASE ORDER DATE: 09/05/2019

Order Number:

TOTAL

REQ#	QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL	GL ACCOUNT
12640	1.00	ChargePoint CT4021-GW1	5,263.00	5,263.00	34-4000-739
12640	1.00	ChargePoint CT4021	9,774.00	9,774.00	34-4000-739
12640	1.00	ChargePoint CPCLD Commercial 5	6,630.00	6,630.00	34-4000-739
12640	1.00	ChargePoint CT4000 Assure5	6,348.00	6,348.00	34-4000-739
12640	1.00	Installation	6,067.00	6,067.00	34-4000-739
12640	1.00	Shipping	450.00	450.00	34-4000-739

REQUESTED BY		6
DEPARTMENT HEAD		50
PURCHASING	Maureles	

Signature approval certifies that the amount shown above is required to meet a contract, agreement, obligation or expense of the City, and has been lawfully appropriated, authorized, or directed for such purpose, and is free of any prior obligation, or obligation now outstanding.

34,532.00



Date:

9/5/2019

AP Verification

Requisition For Payment	

Рау То:		(1) 10 10 10 10 10 10 10 10 10 10 10 10 10	
Name	LilyPad EV		
Address			
City			
Phone	State Zip		
# Quote	Description	GL Account	TOTAL
1632	ChargePoint: CT4021-GW1	34-4000-739	\$5,263.00
1632	ChargePoint:CT4021	34-4000-739	\$9,774.00
1632	ChargePoint:CPCLD-Commecial-5	34-4000-739	\$6,630.00
1632	ChargePoint:CT4000-Assure5	34-4000-739	\$6,348.00
1632	Instalation	34-4000-739	\$6,067.00
1632	Shipping	34-4000-739	\$450.00
	This is the quote for dual port pedestal stations for Public Safety		
	Attach All Supporting Documents	Total	\$34,532.00
Signature of Perso	on Requesting Payment:	(Owen)	
Signature of Mana	ger Approving Payment:		
City Manager App	roval if required:		



LllyPad EV 9801 W. 100th Terr Overland Park, KS 66212 (913) 269-2453 keith.anderson@lilypadev.com

Quote

ADDRESS

Saratoga Springs, UT Owen Jackson 1307 N. Commerce Dr. #200 Saratoga Springs, UT 84045

SHIP TO

Saratoga Springs, UT Owen Jackson 1307 N. Commerce Dr. #200 Saratoga Springs, UT 84045 QUOTE # 1632 DATE 08/30/2019

SALES REP

Keith Anderson

DESCRIPTION	QTY	EACH	AMOUNT
ChargePoint:CT4021-GW1 Dual Output Gateway Option, Bollard Unit - 208/240V @30A with Cord Management	1	5,263.00	5,263.00
ChargePoint:CT4021 Dual Output, Bollard Unit - 208/240V @30A with Cord Management	2	4,887.00	9,774.00
ChargePoint:CPCLD-COMMERCIAL-5 5yr Prepaid Commercial Cloud Plan.	6	1,105.00	6,630.00
ChargePoint:LILYPAD-ACTIVE Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, access control, visibility control, pricing One time initial service per station.	3	0.00	0.00
ChargePoint:CT4000-ASSURE5 5yr Prepaid Assure Plan	3	2,116.00	6,348.00
Installation:INSTALL Installation Itemized Costs per VW Requirements: 1. Activation - \$0 2. Mobilization - \$603 3. Installation of EVSE - \$603 4. Installation of Conductors Only - \$4125 5. Installation of 4 signs - \$473 6. Installation of concrete pad and bollards - \$0 7. Landscape restoration - \$0 8. Trenching/Drilling - \$0 9. Foreman - 263	1	6,067.00	6,067.00

Standard manufacturer warranties apply to all hardware purchases	TOTAL	\$34.532.00
Standard Invoice Terms are net 30	TOTAL	#04 F00 00
STANDARD TERMS AND CONDITIONS:	SHIPPING	450.00
Thank you for allowing us to submit this proposal.	TAX (0%)	0.00
NOTES:	SUBTOTAL	34,082.00

• Standard lead-time is 30-60 days from order acceptance

• Installation cost, if included in this project, does not include

unforeseen rock or other obstacles found while trenching or boring

- Customer is responsible for ensuring 3G cellular data coverage at installation location is better than -85dbm (ATT or Sprint) Note for example -70dbm is better than -80dbm.
- Returns of unopened packages are subject to restocking charges.
 Opened packages may not be returned,

Accepted By

Accepted Date















Mat Carlile <mcarlile@utah.gov>

(no subject)

2 messages

Mat Carlile <mcarlile@utah.gov>

Wed, Aug 5, 2020 at 6:42 AM

To: Owen Jackson <OJackson@saratogaspringscity.com>

BTW I am estimating that your stations will be used will be used 3 to 5 hours a day five days a week (260 days a year). Would you agree with this?

Mat Carlile | Environmental Planning Consultant

Phone: 801.536.4116

Office Hours: Monday-Thursday, 6:30 a.m.-5:30 p.m.



195 North 1950 West, Salt Lake City, UT 84116

Website | Blog| Twitter | Facebook | LinkedIn

Emails to and from this email address may be considered public records and thus subject to Utah GRAMA requirements.

Owen Jackson <OJackson@saratogaspringscity.com> To: Mat Carlile <mcarlile@utah.gov>

Wed, Aug 5, 2020 at 6:44 AM

Yes. I think that is a reasonable estimation based on what we've seen from the few people who used the stations' free charges prior to full activation.

Owen Jackson

Assistant City Manager Administration|Saratoga Springs

Office: 801.766.9793 x112 Fax: 801.766.9794

1307 N. Commerce Dr. #200 Saratoga Springs, UT 84045 www.saratogaspringscity.com

On Aug 5, 2020, at 6:42 AM, Mat Carlile <mcarlile@utah.gov> wrote:

[Quoted text hidden]



Mat Carlile <mcarlile@utah.gov>

Saratoga Springs - EVSE Grant/VW Funding Reimbursement

5 messages

Owen Jackson <OJackson@saratogaspringscity.com> To: Vw DEQ <vw@utah.gov> Cc: "mcarlile@utah.gov" <mcarlile@utah.gov>

Tue, Aug 4, 2020 at 10:45 AM

Hello,

I am writing to request reimbursement of \$26,788 for the VW EVSE grant. Please see attached documents to support our reimbursement request. If there is additional information or documentation needed, please let me know.

All of the EVSE stations were placed into official service on July 15, 2020. Some of the stations were available sooner, but I am going from when all of the stations were up and operational. The delay in entering the stations into service were due to a variety of issues such as finishing the our new building, determining a pricing structure and receiving City Council approval, and fixing some malfunctioning equipment. The stations are available 7 days a week, 24 hours per day, and the public can charge their vehicles as they need. We do not have a good estimation of how frequently the stations will be used, but based on the small windows the stations have been available, we anticipate the current demand to be 1-3 cars charging at the stations per week with multiple charges during the week. We anticipate this demand to increase as awareness of the stations increases in our community.

We are now working with our Communications department to notify residents that the stations are operational and available for charging vehicles.

Thank you,

Owen Jackson

Assistant City Manager

Administration | Saratoga Springs

Office: 801.766.9793 x112

Fax: 801.766.9794

1307 N. Commerce Dr. #200

Saratoga Springs, UT 84045

www.saratogaspringscity.com

7 attachments

Site Map 1.jpg 1355K





Site Map 2.jpg 1359K



EVSE Stations 2.jpg 1990K



EVSE Stations 3.jpg 2190K



EVSE Stations 4.jpg 2851K



EVSE Stations 1.jpg 2698K



🔁 Saratoga Springs EVSE Payment Information.pdf 281K

Mat Carlile <mcarlile@utah.gov>

To: Owen Jackson <OJackson@saratogaspringscity.com>

Tue, Aug 4, 2020 at 2:54 PM

In order to complete your request please answer the following questions:

- 1) What date did the Installation start?
- 2) Can you verify the address of the EVSE as 278 S. Saratoga Rd, Saratoga Springs, UT
- 3) I am trying to understand why the invoice is almost \$8,000 more than the original bid. From what I can see it appears that the original bid only has a 1-year network package and the invoice shows a 5-year network package. Also it appears in the original bid you did not include installation, but in the invoice this is included. Is there anything else that was different?

[Quoted text hidden]

Mat Carlile | Environmental Planning Consultant

Phone: 801.536.4116

Office Hours: Monday-Thursday, 6:30 a.m.-5:30 p.m.



195 North 1950 West, Salt Lake City, UT 84116

Website | Blog | Twitter | Facebook | LinkedIn

Emails to and from this email address may be considered public records and thus subject to Utah GRAMA requirements.

Owen Jackson <OJackson@saratogaspringscity.com> To: Mat Carlile <mcarlile@utah.gov>

Tue, Aug 4, 2020 at 4:45 PM

Hi,

- 1) What date did the Installation start? I will track this down. I know it was sometime in October or November as part of the overall building construction, but I cannot find the specific date while working from home.
- 2) Can you verify the address of the EVSE as 278 S. Saratoga Rd, Saratoga Springs, UT I've noted this on the quarterly reports I've sent, but the official building address was finalized to be 367 S. Saratoga Rd., Saratoga Springs, UT. The grant was submitted prior to the building being constructed and before an official address was provided.
- 3) I am trying to understand why the invoice is almost \$8,000 more than the original bid. From what I can see it appears that the original bid only has a 1-year network package and the invoice shows a 5-year network package. Also it appears in the original bid you did not include installation, but in the invoice this is included. Is there anything else that was different? – The installation is the biggest difference, as the vendor sent a final invoice over to our accounts payable office for us to pay. I did not include installation in the original grant request as I didn't realize I could. If you subtract out the installation costs and the shipping costs, the difference is \$1,227 from the increase to what was requested in the grant. As for the 5-year discrepancy, the grant request has always been based on having a 5-year plan versus a 1-year plan. That has always been our intention and the grant was submitted with the cost of the five-year plan included at \$1,105 per unit or \$6,630 and is reflected in the original grant request from what I can see

in my files. The quoted price is consistent between the multiple bids we received, but I do see how Lilypad left off the 5-year and instead quoted the 1-year. What do I need to do to move forward on this? Do I need to get an updated bid document, or just use the first bid documents previously submitted? That file was what I gathered from our accounts payable staff in order to show that we paid.

Thanks,

Owen Jackson

Assistant City Manager

Administration | Saratoga Springs

Office: 801.766.9793 x112

Fax: 801.766.9794

1307 N. Commerce Dr. #200

Saratoga Springs, UT 84045

www.saratogaspringscity.com

[Quoted text hidden]

Mat Carlile <mcarlile@utah.gov>

To: Owen Jackson <OJackson@saratogaspringscity.com>

Wed, Aug 5, 2020 at 6:39 AM

Please get me the start date of the installation.

As far as the invoice goes you do not need to do anything. I just want to make sure that I understood 1) why the installation was not included, 2) if there was anything else different. So this email will document this for us. [Quoted text hidden]

Owen Jackson <OJackson@saratogaspringscity.com> To: Mat Carlile <mcarlile@utah.gov>

Tue, Aug 11, 2020 at 12:48 PM

Mat,

Sorry for the delayed response. I was out of town for a bit after and am just getting back to sorting through emails. I emailed the superintendent for our building project. Per his notes, the EVSE stations were installed on September 24-25, 2019. I noticed I missed a call from you, let me know if we need to discuss further.

[Quoted text hidden]

Signature: Jeffrey Robb

Email: jerobb@utah.gov

Signature: Mark Berger (Aug 13, 2020 13:38 MDT)

Email: mberger@utah.gov